



GEORGIA DEPARTMENT OF AGRICULTURE

JOB ANNOUNCEMENT

Gary W. Black, Commissioner

- Leave Benefits
- Insurance
- Paid Holidays
- Retirement

JOB TITLE:	COMPLIANCE SPECIALIST 1 (RCP060)
POSITION NUMBER:	00051968
LOCATION:	ATLANTA, GA
POSTING DATE:	AUGUST 29, 2016
APPLICATION DEADLINE:	OPEN UNTIL FILLED
WHO MAY APPLY:	ALL QUALIFIED APPLICANTS
PAY GRADE:	K
ENTRY SALARY:	Commensurate with education and experience

We at the Georgia Department of Agriculture (GDA) take our responsibilities to you very seriously and are committed to protecting and promoting Georgia's agriculture through superior service and leadership. The mission of the GDA is to protect consumers, promote agriculture, both locally and globally, and assist our customers using education, technology and a professional workforce. The vision of the GDA is to continue to be a globally recognized leader in agricultural excellence through a commitment to safety, quality, growth and innovation.

DESCRIPTION OF DUTIES:

The GDA Agricultural Inputs Section is searching for a Compliance and Field Operations Manager in the Division of Plant Industry. Under the leadership of the Program Director, this position manages and directs a statewide program to ensure that commercial feed manufacturers comply with all applicable state and federal laws and regulations pertaining to commercial feed production. Program activities include: inspection of sales and commercial feed companies; complaint investigations; emergency feed response efforts; and support of educational programs designed to achieve voluntary compliance.

This position supports the program's strategic management plans and priorities; reviews, monitors, evaluates and recommends actions concerning current feed related laws and regulations; establishes and effectively manages the program's employee and financial resources; reviews and evaluates investigative findings to recommend appropriate courses of action; and serves as a resource on commercial feed related issues to the general public and the regulated community. In addition, this position requires routine interaction with Georgia businesses, federal/state officials and law enforcement agencies, associations, and the general public to communicate program services and regulatory requirements. Other duties as assigned.

MINIMUM QUALIFICATIONS:

Bachelor's degree in a related field from an accredited college or university; or an associate's degree in a related field from an accredited college and one year of related experience; or a high school diploma or GED and two years related experience.

PREFERRED QUALIFICATIONS:

Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess knowledge, skills and abilities in the following areas:

- Degree in Animal Science, Animal Nutrition, Agriculture, Biology or other related field;
- Experience in commercial feed production or a professional position working in the feed industry;
- Government experience in regulatory enforcement of commercial feed laws;
- Demonstrated familiarity with the implementation of the FDA Animal Feed Regulatory Program Standards;
- Responsible experience in regulatory compliance program management, quality control principles and supervising professional staff;
- Working knowledge of scientific and technical principles applicable to feed usage as well as knowledge of laws and regulations relevant to the handling, distribution and sale of feed;
- Experience with inspection/investigation procedures;
- Working knowledge of feed production technology and feed industry practices;
- Demonstrated knowledge of legal principles, policy and regulation development processes.
- Exceptional skills related to oral/written communication, public relations, presentations, customer service, interpersonal relations and leadership;
- Demonstrated team orientation aptitude, flexibility and desire for constant improvement;
- Ability to motivate, coach, lead and manage personnel and programs as well as to analyze workloads, promote uniformity and set priorities and to interact effectively with industry, state/federal government officials, a diverse workforce and the general public; and
- Proficiency with Microsoft Office applications, including Word, Excel, PowerPoint and Outlook.

NOTE: THE GEORGIA DEPARTMENT OF AGRICULTURE CONDUCTS BACKGROUND CHECKS ON ALL FINAL CANDIDATES.

HOW TO APPLY: WE ACCEPT STATE APPLICATIONS BY ANY TRANSMISSION LISTED BELOW. RESUMES MAY BE SUBMITTED IN ADDITION TO THE STATE APPLICATION.

- Mail a completed State of Georgia application to Georgia Department of Agriculture, Personnel Office, Room 300, Agriculture Building, 19 Martin Luther King, Jr. Drive, S.W., Atlanta, Georgia 30334; or
- Fax a completed State of Georgia application to (404) 463-8196; or
- Via Team Georgia Careers <http://team.georgia.gov/careers/>; or
- E-mail a completed State of Georgia application to GDAPersonnel@agr.georgia.gov.

Please reference the job title and position number when submitting paper applications. Applications received without a job title or position number will be considered unsolicited and will not be reviewed. For a copy of the State Application, please visit http://team.georgia.gov/wp-content/uploads/2014/11/State_Application-Standard-3.3.15.pdf or contact the Georgia Department of Administrative Services, Human Resource Administration at (404) 656-2705.

The GDA is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law. All qualified applicants will be considered, but may not necessarily receive an interview. Due to the large volume of submissions received by this office, information concerning application and/or interview status cannot be provided. Selected applicants will be contacted for next steps in the interview process. Applicants who are not selected will not receive notification. This position is subject to close at any time once a satisfactory applicant pool has been identified.

IF YOU NEED AN ACCOMMODATION FOR AN INTERVIEW, PLEASE CONTACT THE PERSONNEL OFFICE AT (404) 656-3615.